

# EASTLEIGH AND OAKLANDS SWIMMING CLUB



## MINUTES OF COMMITTEE MEETING

Held 3<sup>rd</sup> March 2010 at 6.30 pm

Attended by Dave Summers  
Stephen Gillespie  
Dave Pragnell  
Debbie Laing  
Karen Robinson  
Lynda Nicholson  
Keven Shepherd  
Catherine Allsop

Apologies Elaine Bonnon  
Gary Abraham  
Samantha Pragnell

### 1.0 Minutes of Previous Meeting

### Action

Minutes of previous meeting held on 1<sup>st</sup> February 2010 were approved

### 2.0 AGM

Order for the AGM was discussed and the following was agreed

A. Proposition about voting right for parents of children in the club will be made. Dave S

B Club activities since the last meeting

B1 **Overview** Dave S will give a brief overview of committee work but the detail will be covered by other individuals Dave S

#### B2 Finances

Debbie to talk through main elements of Income and Expenditure take questions. Debbie

Income and Expenditure accounts will be needed (40 copies) Debbie

A few bank reconciliations will also be needed Debbie

Lyn will discuss new fees (and arrangements for timetable). We will not currently be doing a Wednesday morning but this will be kept under constant review. As soon as it is financially viable it will be started. This decision has been exasperated by Oaklands confusion over what they are charging us. Lyn

Annual fees

|         | 1 <sup>st</sup> child | 2 <sup>nd</sup> child | 3 <sup>rd</sup> child | Associate |
|---------|-----------------------|-----------------------|-----------------------|-----------|
| 09 fees | 66                    | 60                    | 50                    | 40        |
| 10 fees | 70                    | 64                    | 54                    | 44        |

These will be the annual fees which will be payable by 30<sup>th</sup> April any payments made late will attract a £5 per month penalty.

Fees have been agreed nominally to the following, but there are concerns about viability if we are charged for Saturday mornings as this was not in our budget.

|                    |    |
|--------------------|----|
| Improvers          | 30 |
| Junior Development | 34 |
| Development        | 36 |
| Progressive        | 39 |
| Junior Club        | 47 |
| Club               | 47 |
| Social             | 30 |
| Masters            | 32 |
| Associate          | 11 |

Junior club and club have now been amalgamated.

**B3 Coaches report** to include a brief speech (5mins max) by each head coach, with the focus being on the future. The following items should be included:

Kev-talk about the fun gala

Gary – include about Portsmouth swim time to start with it will be once a month by invitation but this may increase to more.

Sam- advertising for L2S

**B4 Awards-** Awards to be presented

Kev  
Gary and Sam

The following is a summary of the awards we plan to distribute and how the awards will be decided:

Club captains will be declared and given t-shirts

Presidents shield (committee chooses- no specific criteria)

Can be awarded to anyone associated with the club- will have big shield and a small shield for individual to keep. A photo and the large cup will be displayed in the club cabinet. Certificates will also be given.

Dave P

Coaches award: One improver, one progressive & development, one for club each chosen by relevant coaches - of the three awards one will win coaches cup (if the coaches are unable to agree who should win the coaches cup the chairman will get the casting vote. 4 Cups will be provided for this with the Coaches cup the largest. Smaller mementoes and certificates will provided be for the swimmers to keep. The cups will be retained with a photo in the cabinet for display.

Gary

Dave P

Gary, Kev and Sam

Cups and mementoes need purchasing and engraving if possible. Up to maximum £200 has been authorised for these awards.

Dave P is getting  
Trophies for  
AGM/badges etc.

Certificates to be prepared

Steve to prepare  
Certificate

**B5.Website & volunteers** Elaine to brief parents on website and plans for future developments. Request volunteers .e.g. Minute taking

Elaine

- B6 Shop Karen-** to cover shop business and link to Eastleigh & Oaklands branded gear and internet shopping Karen
- B7 Code of conduct** Steve to highlight key changes to the revised code of conduct and other changes Steve
- B8 Committee** need to be appointed / reappointed- need to check how individual posts are filled. May be some posts that need voting e.g. treasurer etc. Dave S to check rules
- Agreed to ask Rob Jarvis to be a president
- The committee would like Dave P to stay on committee and it is planned to co-op him onto the committee after the AGM
- Nicky Day- has been asked to rejoin to help with secretarial functions
- Chandos Day is staying on as a welfare officer. We would like him to join the committee. There is a question mark over whether a welfare officer can be on committee- Cath will look into this. Cath to check rules
- B9 Any other business-** no other resolutions have been requested

### 3.0 Club Business

#### Club business

- Exploring the possibility of tokens for Masters Dave S and Gary
- limited sessions
  - limited timeframes
  - Gary happy to administer

This arrangement will be limited to Masters only.

Dave S will explore this with Gary and bring some proposals to the next committee meeting

Hamble merger talks have not progressed sufficiently to allow discussion at the AGM.

The idea of Solent Raiders (a number of swimming clubs participated in competitions together whilst maintaining their independence as clubs. Included were Totton, Hamble, Winchester, Eastleigh and others) has been circulated again. Gary

This was an arrangement existed about 4 years ago. Enabling members of the clubs to compete in more national events especially with relays etc. Gary to arrange a meeting as soon as possible.

We understand that Romsey and Totton are about to fold because of finances and we would like to see if we could attract both their members and coach. We feel it would be appropriate to make some financial concessions to the swimmers if they joined. Steve and Kevin to make contact???? Not sure if this was were the action was placed. Steve and Gary??

#### 4.0 Swim 21

Elaine has now got the folder, work needs to be commenced on this asap. Elaine

#### 5.0 Any Other Business

- Disability swimming event on 7<sup>th</sup> March 2010. We are on a fact finding mission, no promises to be made. The committee needs to be in a position to make a decision about what we can offer in an informed way to ensure we are in a position to offer appropriate training. To note there are already disability swimming sessions on a Tuesday at FP and one at Bittern.

Dave S and Elaine

Offered to attend: Lyn, Dave S. Elaine and Karen.

Dave S- will check with Elaine timings and when people need to be down there. To be emailed ASAP

- Payment of wages

Elaine- to be taken out of the loop for payments. From now on can

Kev send on Cat and Sam's timesheet when he has agreed. Sam to sanction L2S staff and send to Lyn only. Lyn will send to Debbie when she has made payments. This should reduce email traffic significantly.

#### 6.0 Actions From Previous Meeting

Code of conduct finished- thanks to Steve

Finances being audited by Rob Jarvis and this should be back to us before the AGM

Insurance needs to be displayed

Debbie and Elaine

Fees been agreed- see above

Work Contracts Debbie returned these to Dave S

Dave S

Keys wages have been started up again. Thanks to Lyn

Website up and running. Thanks to Elaine and Paul

Fun gala- 8<sup>th</sup> May, letters will go out end of the month. ASA £5.00 for L2S will need to be paid for them to compete as they need to be registered. Thanks to Karen for organising this.

#### 7.0 Next Meeting

AGM – 22<sup>nd</sup> March 2010 – Fleming Park at 7.30pm

Next Committee meeting Monday 12<sup>th</sup> April – Fleming Park at 8.00 pm